HUNTER VALLEY 99'ERS NEWS

TI 99/4A

A GUIDE TO TI-WRITER

INTRODUCTION

The purpose of this book is to gather together in one volume some of the many articles written about TI-WRITER by users around the world and provide a handy reference for those who are learning to use this invaluable utility.

The Committee of the Hunter Valley 99'ers would like to thank those contributors whose articles appear in this magazine for helping make TI-WRITER easier to understand, and thanks also to Brian Woods for compiling this magazine.

Special thanks to the Editor, SOFTEX Pty. Ltd., 59 Landstrom Quadrant, Kilsyth, Vic. and the Publisher, Home Computer Magazine for their kind permission to reprint articles that originally appeared in their respective magazines.

Please note that Tony and Will McGoverns' excellent XB program FUNLWRITER uses the same commands etc. as Ti-Writer so everything in the following articles about the TI version apply equally to FUNLWRITER.

Now that all Clubmembers have access to the Clubs' printer, the Committee hopes that as you learn to use TI-WRITER (or FUNLWRITER) you will make use of the printer, and who knows, maybe contribute an article or two to YOUR magazine.

The Committee,
HUNTER VALLEY 99'ers

TI WRITER TUTORIAL

Originally published in 99'er Home Computer Magazine, written by Greg Roberts.

The main obstacle to writing with TI-WRITER is the Users Manual. Starting out with that complicated book is like learning to swim with the Red Cross Lifeguard's Guide in one hand. And just as you should be able to float in the pool after a single lesson, you can expect to use this word processor after only a few minutes of study.

Your first move is to plug the TI-WRITER Command Cartridge into the console and forget about it. Your second is to push in the diskette labelled TI-WRITER Word Processor. Why must you handle two pieces of software instead of having it all in the Command Cartridge? There are two reasons: for one, the diskette gives the manufacturer an inexpensive means of updating the program; two, the separate units make for additional programming power.

Once you have the diskette in the drive with all your buttons flipped, push any key to obliterate the color bars, press 2 for TI-WRITER, and 1 for TEXT EDITOR. Don't worry about the other 2 choices, Formatting and Utilities. You won't need them for a while.

After pressing Text Editor, you end up with a screen that looks like this:

```
Edit, Tabs, Files, Lines, SearcH, RecoverEdit

0001
        *End of File Version 2.0
```

At the top of the screen is a list of choices or command line that lets you manipulate blocks of data or "files", as they are called. For example, you can "Load" a file (press LF plus <ENTER>) from a diskette to the screen, or "Save" a file (SF plus <ENTER>) by recording it on the diskette. But right now we have no data to manipulate, so let's think about just one command: press E for "Edit" then <ENTER>. The command line disappears and leaves you with the line number 0001, a blinking cursor, and a senseless little tag that says "*End of File Version 2.0". This last is nothing more than a marker for the bottom margin of your text, and a constant reminder that this is the "second-point-zero" version of the software. Why that label couldn't be stuck elsewhere on the program and the bottom margin made from a line of stars or whatever, I can't tell you. Another piece of clutter on the screen is the line number 0001 off to the left. Get rid of it by pressing FCTN 0. Now you can start writing with a clean page.

For our example, try the first line of that old Fats Waller hit, "I'm gonna sit right down and write myself a letter". (By now we're a little tired of the "Quick brown fox..." jazz..grown up foxes aren't even brown). As you type, notice tha a strange thing happens in the middle of the word "myself": You run out of room on the screen, so it

shifts over, giving you space to make a longer line.

"Hey," you might say, "Now I can't see the first half of the line."

Exactly. The equipment can't display more than forty characters at once, so it shifts over to make more room. This feature lets you write an eighty character line, as in a letter; however, the shift effect is so strange, it would seem easier to stick with forty characters for this first encounter. It's a comfortable width.

How do you set the screen at forty characters? Push FCTN 9 again, and you'll see the list of commands. Type T for Tabs, and the computer will show you a line of margin settings. Move your cursor eight spaces to the right of the number 3, type R (for right margin) then ENTER. That's all there is to it.

Starting at the left margin, try again with that first line. This time the word "myself" does not go off into the next dimension; instead it "wraps" or goes over to a new line on the same screen. Try it - if you don't know the rest of the Waller tune, you can put down "I Write the Songs," or even a screen full of gibberish; the machine, like the listening public, doesn't seem to care.

Now let's edit that first line. To move the cursor to the top of the screen, or in any direction, simply use the arrow keys plus FCTN. For example, let's change the word "gonna" to "going to". Use the arrow keys to position the cursor above the first "n" and type "ing". Now we have to make room for the additional word "to". Press FCTN 2, and the line breaks at the cursor, leaving you room to type in the additional word. Once it's filled in you can close up your text with CTRL R (or CTRL 2).

On second thought, we decide that "going to" in this line is a bad choice; it's stiff sounding, it doesn't swing. So we position our cursor above the "i" in "going", typing "nna" to restore it to the original word. Then press FCTN 1 for delete. The two characters rush into oblivion while the line closes up.

Notice when you close up text with CTRL R or 2, every letter and line to the right and bottom of the cursor moves up too. How then do you keep your paragraphs from being pulled up into one huge block of type? Simple. Just press the ENTER key when you finish your paragraph. A tiny "carriage return" symbol blips onto the screen, a mark that designates which paragraph or line will reformat when you push your editing commands. Putting a blank line or two between paragraphs? Just move your cursor to the left of the screen and press FCTN 2.

At this point we can arrange text in the simplest format, paragraphs without tabs or indentations. To get a paragraph indentation of say, five spaces, press FCTN 9, then T for Tabs. Space five to the right of your left margin or L, type "I" (for Indent) and ENTER. Now, as you create your separate paragraphs, the cursor will automatically indent five spaces with each new paragraph.

There is one last command to learn before you can do useful work on the word processor. FCTN 9 then SF then ENTER records your work on diskette (Prepare or initialize a diskette according to the

instructions that came with your disk operating system).

These few moves hardly loosen the cork on TI-WRITER's potential, but now you know enough to use this program on a simple level. Some writers may need no more; those basics will probably cover most everyday writing. Even your business letters can be composed within that narrow framework, as long as you write entirely from the left margin without tabs.

Those who like more variety in the format of their writing can use the TI-WRITER tab function. As convenient as a typewriter tab, it is even easier to set. Assuming your cursor is blinking at the extreme left-hand side of the screen, press CTRL I or FCTN 7, whichever combination best fits your phalanges, and the cursor will automatically move one tab designation to the right. Keep holding down these keys, and it will move across the screen, tab by tab. You don't, of course, have to stick with the tab spacings automatically set by the TI-WRITER program (known as the default settings). Simply press FCTN 9, then T for tabs. Now you can make any changes you like by moving or deleting the T designations and pressing ENTER.

Mode Moves

To edit blocks of type set off by tabs, you need to put a carriage return, CTRL 8, after every line in order to keep your work from completely reformatting itself. This can be a tedious process if you have lots of indentations, but there is an alternative. TI-WRITER features a special mode for making tables: Fixed Mode. So far, we have been writing in Word Wrap mode, the logical choice for editing and reformating large, uniform blocks of type. For setting up tables using a variety of tab settings, the Fixed mode works better: It does not "wrap" your lines, nor reformat them, and carriage return marks are not needed in this mode.

To change from one mode to the other, press CTRL O. Word Wrap mode is identified by a solid flashing rectangle, whereas the Fixed mode's rectangle is hollow. Now try using this mode to make a table, say, of frequently used telephone numbers. Use the tabs set by TI-WRITER or choose your own. Once you've completed a line in Fixed mode, just press ENTER and your line will stay in place.

And how do you edit a line in Fixed mode? To insert a character or word, press FCTN 2. As you add to the existing line, notice that it moves to the right. Be careful. If you try to crowd too much onto the line it will run right off the screen. To add the room you need, you have to put in a space between lines by pressing CTRL O. Incidentaly, be careful not to confuse the O (zero) with the O (capital O).

Text Transplants

Writing in Word Wrap mode again, you may find it useful to move an entire paragraph to another location in the manuscript. You may laugh now, all those who write good outlines and are otherwise blessed with organized minds. The rest of us may take comfort in the TI-WRITER Move command. After pressing FCTN 9, type M then ENTER. To see how this process works, fill the screen with some of your favorite limericks or other drivel. The command line will then let you type in three line numbers - for the beginning and end lines of the paragraph you want moved, and for the line to which you are moving. Make sure there is a single space between each of the three line numbers, then press ENTER.

That's all there is to it:

MOVE start line, stop line, after line:

23 67 12

Lines 23-67 will be inserted after line 12. (Note spaces between numbers.)

Sometimes in your writing you may find that a word used many times throughout the text will have to be changed. For example, Ti-Writer to TI-WRITER, hog to hawg, or Russia to Soviet Union. You can make a single correction that extends to every occurence of the word, if desired, by using the ReplaceString command.

Press FCTN 9 to return to the command line, then RS and then ENTER. The computer will display a "prompt line":

REPLACE ENTER/OLD STRING/NEW STRING/ :

To replace a word or phrase with another word or phrase, type a slash (/), the word to be replaced, another slash, the new phrase, and a closing slash. Then press ENTER. Example:

/LEROY/FREDDY/

A note of caution: When using ReplaceString to edit words or phrases written with Fixed mode, you must be in Fixed mode when you make your corrections otherwise the replacement will delete your tabs.

A close relative of the ReplaceString is the FindString command. Once you get back to the command line, type FS and press ENTER. The program searches for the first instance of the specific word or phrase you have entered between the slash marks:

/HAWG HEAVEN/

Upon finding the first occurrence of the word, the computer marks it with the cursor, so that you can quickly find and edit a specific line. In some instances the program will not be able to find the string and will simply return to Edit mode, displaying the last line if your file at the top of the screen. What went wrong? Most likely, one part of the string was on one line and the rest was on the next line. Remember, FindString looks for the string exactly as it is typed into the prompt line.

Features such as these would be useful only within a fairly long block of text, naturally, and that suggests two more useful TI-WRITER commands: ROLL UP and ROLL DOWN. These commands are executed respectively, as FCTN 6 and FCTN 4. They let you move a whole screen up or down instantly, instead of a line at a time.

NEXT PARAGRAPH is much like the "roll" commands except for this distinction: The "roll" commands always move your cursor 24 lines at a time (one screen) whereas Next Paragraph moves down to the first word in each paragraph, no matter what its length may be. Press CTRL 4 to try it.

These three commands may not be absolutely necessary to word processing; rather they are among the "little extras" that the programmers built into this product to make it competitive in that canine-cannibal world out there.

You may already have some of your writings on diskette, so let's start out by loading a file.. Press FCTN 9, type LF then ENTER. Note that you do not have to select "Files" from the command line. Just go directly to LF and enter DSK1. and the name of the file. You don't have an old file to play with? Then just put a few lines if gibberish on the screen so that we can get started.

HOME CURSOR CTRL L puts the cursor in the upper left hand corner of the screen, saving you the trouble of moving it with the arrow keys. An even more specific operation, CTRL V, moves the cursor to the beginning of the line you are working on. A similar time saver is LAST PARAGRAPH or CTRL H. It shoots the cursor back to the first letter of the previous paragraph.

Another minor tactic: DUPLICATE LINE lets you reproduce the line appearing above your cursor. Press CTRL 5.

DELETE LINE, FCTN 3 or CTRL N, takes out an entire line and closes up the text. You can even DELETE END OF LINE by using CTRL K to erase the character under your cursor, and everything to the right of it.

By this time you may be questioning the value of learning such restricted plays. After all, when would you ever have to copy the exact line you've just written? It is, admittedly, an obscure device belonging on the same shelf with the electric carving knives and patio bug zappers. The only place I can think of using Duplicate Line would be in song writing. I suppose the Beatles might have found a use for it in setting down that immortal line:

"I get by with a little help from my friends."

That is, they repeat the line with just minor variation. Duplicate Line would have saved them the trouble of typing it twice. Some of the other operations will, I hope, more readily show their value. At first some of these may not seem as convenient as using the arrow keys, but eventually they will prove their worth. If you practice the commands, you will sron be using all of them without having to refer to the strip at the top of the keyboard.

Crazyquilt Commands

Some of the difficulty in learning these operations comes from their haphazard arrangement on the keyboard. They may be triggered by the Control key, the Function key, with letters or numbers. Many operations can be activated by two combinations of keys, adding to the confusion. It is unfortunate that some of the operations aren't tied to keys that would help in memorizing them - for example,CTRL H for Home Cursor or CTRL O for OOPS! But such is not the case with the present version of TI-WRITER. Nevertheless, nearly all the operations described in the manual can be timesavers once you get them under your thumb.

Several of these operations are so close to the Delete Line feature FCTN 3 that they can easily cause you to blank out a line of

text. But you don't necessarily have to retype the lost line. If you press CTRL 1 or CTRL Z, otherwise known as OOPS!, you regain the line. You must, however, press Oops immediately after the mistake occurs. If you have already started another line, the program cannot recover the lost line.

Now on to large scale operations. DeleteFile certainly is not in the frill category. This command lets you clear your diskette of unwanted programs. When you press FCTN 9, then DF, note that the program does not automatically display the filename. You are forced to retype DSK1. and the name for a deletion, to give you time to think before you plunge that masterpiece into oblivion.

The Purge command is like the Delete command, but without its finality. Use FCTN 9, then P, to clear the contents of the screen after you have saved the material on diskette. You can then conveniently start your next file. This one also carries a safeguard: The program asks PURGE FILE ARE YOU SURE?(YES OR NO?)?. It gives you time to make sure you have entered SaveFile before you clear your work from the screen. Beyond this safeguard, you get yet another chance to recoup from having accidentally purged a file. RecoverEdit is a command that comes from pressing FCTN 9 followed by RE. You must access this command as soon as possible after accidentally purging your file, or the program will not be able to recover it.

But even with these safety features, it is easy to destroy your work and not realize it until much later. For example, you purge a file, start a new one, then go to save the second file with the SF command. Here it is very easy to unwittingly hit SF without changing the filename that automatically appears on the screen-the filename of the previous work already purged. The disk drive spins, and its adios Carlos, as a two line mailing label takes the place of a 20,000 word thesis on Frustration-induced Trauma Among Computer Operators. This problem can be avoided only by working cautiously with Purge and Save commands, and probably by suffering a few devastating losses of data.

With all this Deleting, Purging and RecoverEditing, you may not always be sure of the contents of a file. To find out exactly what you may have on a diskette, push FCTN 9 for the command line, SD for ShowDirectory, then ENTER. The program will ask you for the disk number (a simple numeral is all that's required) and then list all files in alphabetical order, in addition to telling you how much space is left on your diskette (0-358 sectors). Make sure your TI-WRITER Command Cartridge is in the cartridge port when you ShowDirectory, or your program will crash.

Wait, you say. What an absurdly obvious remark. Of course you have to keep the Command Cartridge in the machine in order to use the program. Surprise! Such is not the case. Once you set up your word processing program to the point of entering TEXT EDITOR from the main menu, you can pull out the cartridge, and TI-WRITER just keeps on breathing. You can lend it to someone across the office, classroom or street. With just your user diskette you can load, save and print files. Do not, however, try to ShowDirectory or use RecoverEdit without the cartridge.

Once you learn these refinements, you will be in control of all the editing power of the TI-WRITER word processor.

TI WRITER

This article originally appeared in SOFTEX, September, 1984.

"The TI 99/4A was always a good computer.....but the advent of TI-WRITER has made it a truly useful household machine."

Introduction:

Many people who have acquired TI-WRITER have made the comments quoted above, or ones very similar. I am one of those people. The expression is not only made up by Users, but also by spouses and children.

Why?

TI-WRITER makes the 4A of use to the whole family, thereby giving the rest of the family some understanding of the computer's usefulness to the home. What a pity it had not been around much longer, and what a pity TI didn't sell its computer as a household machine, like a vacuum cleaner, instead of a plaything. And while wishing, what a pity PRK was not improved to the standard of TI-WRITER!

The fact that WRITER is so useful also takes the "heat" off the User, as the rest of the family now appreciate that being locked away for hours on end can be productive.

What is it about WRITER that wins so many friends?

Well, basically, it is a word-processor, albeit a very good one.

What advantage is a word-processor to the home?

The uses are many, but here are a few;

(1) Letters: It is now easy to prepare a highly-legible, well-presented letter. This is especially important to Public Authorities, Banks, Job Applications, etc. Naturally, as many copies as needed can be run off.
(2) Clubs: If you are an office bearer in a Club, your correspondence can have a professional letterhead at no cost, and you are spared the tedium of sending out dozens of letters, all of which are basically the same. For example, acknowledgement of new members, enquiries, etc., can be answered with a standard letter in a flash, using defined prompts or the mail file option.
(3) Reports/Essays: The presentation of essays and reports is very important, if one really wishes to attract the attention of the reader. For students, it could mean the difference between a pass and a failure, or it may give the extra few marks necessary to gain admittance to a particular Tertiary Institution.

From experience as a marker of essays, I can assure you that if it's late in the evening, there are 10 essays still to be marked, and a poorly presented one is the next one to be done, it can get pretty rough treatment. Conversely, under the same set of circumstances, a clear, legible, neat presentation will be welcomed.

It never ceases to amaze me how many mature-age students continue to present shoddy work. One can excuse schoolchildren, perhaps, but one would expect older students to be wise enough to be aware of the importance of presentation.

With TI-WRITER, a good quality dot-matrix printer, and time, one can submit a well-laid out, neat, easy to read report.

This can equally well be achieved by expenditure of the same amount of time and effort on a neat, handwritten report, or a typed report, you may well say.

Certainly, this is so, on the surface. However, consider these methods of preparation. A draft is prepared, it is corrected, perhaps a typed draft then done. This is then edited, and re-typed or re-written.

With a word-processor, however, the whole method of approach changes. Why, you ask? Well, it is simply because the word processor enables one to prepare as many drafts as needed, before the final copy. The difference is simply that once the text is typed into the computer, it is readily altered, in a minor or major way, for expression and style. I was involved in a 4000 word essay which had no less than seven drafts before it was felt to be acceptable. Imagine the cost and time involved with getting a typist to prepare seven drafts!

There is a second difference, somewhat more subtle. As text files can be "chained" in a master program in WRITER, there is no necessity to write the essay in the order in which it will ultimately be presented. One could type in the Conclusions, for example, save it to file, and then do the Introduction, etc. This ability, coupled with the ability to get numerous hard-copy drafts, actually changes the method of preparing essays or reports. The time-consuming part is to type in the text. Additions, deletions and so on are easily and quickly done, that the first version can be very rough indeed.

Nonetheless, despite the "roughness" of this draft, hard copy can be immediately obtained, which is not the case with any other method. Unconsciously, almost, one attends to imperfections in style and layout while editing.

A word of warning. TI-WRITER is fairly complex. It is a very powerful tool, but it pays to work through the examples given in the quite comprehensive manual before undertaking one's first report. (Doug Thomas claims that he spent a long weekend on WRITER before using it seriously.)

There is another point to consider. Often, a new user of WRITER also has a new printer to become familiar with as well, so be patient. Read the advice given under "Tips" later. We all make mistakes, but after reading "Tips", let's hope you don't make the same ones over again.

GENERAL DESCRIPTION OF TI-WRITER

TI-WRITER comes in a large folder. The folder contains a manual, a program diskette, and a Command Module.

The diskette must be placed in disk drive No.1 (if you are lucky enough to have more than one). It contains the four operating programs- EDITA1, EDITA2, FORMA1, FORMA2, and a couple of practice files.

Because of memory limitations, presumably, the operation of the word processor is split into two parts - "TEXT EDITOR", and "TEXT FORMATTER". (In fact, the title screen does have a third option, "UTILITY", but no software is available for this at present.)

In Text Editor mode, you have the facility to enter and edit text. This is the text manipulation area, if you like.

In Text Formatter mode you tell the computer the instructions you wish to give the printer; i.e. filename, printer "devicename", no. of copies, what part of the text, if not all that you want printed out, and some other details the computer needs to know related to mailing lists, of which more later.

One cannot go directly from one mode to the other without saving text from the Editor to disk. While annoying, there are reasons for this. The most obvious is that if you have a standard letter of reply to certain people, there is no need to edit it each time. All that has to be done is to go directly to "Formatter" mode, provide the details asked for, and out comes your standard letter.

Aha! but what about things like the date and the person's name on this standard letter, you ask. TI haven't overlooked this either. There is a means of prompting which you can insert in the Edit mode, which will prompt you for details such as date, name, address, etc. from Formatter mode.

TEXT EDITOR

After you have chosen "Text Editor", and the disk drive has run the appropriate program, you are faced with a blue screen, mostly blank, but with a series of command choices along the top. These are - Edit, Tabs, Files, Lines, SearcH, RecoverEdit and Quit.

No, there are no typographical errors above. The various modes can be accessed by typing the letters shown in CAPITALS only. (e.g. to SearcH, type "SH", for Files, type "F" then press <enter> etc.)

Tabs:

You do not start by typing in text. First, you set the TAB settings for the text to appear on the screen not necessarily on the printout. Type "T" and <ENTER>, and a series of numbers appears on the top of the screen. The numbers go from 0 to 79. These are the columns of text, by which margins and paragraph indentation are set. You simply move along the row with the space bar, and type in "L" for left margin, "I" for paragraph indentation, and "R" to indicate right margin. Additionally, by typing "T" at any particular position, Tab settings can be placed on the line. This allows lining up figures in

tables very easily.

It has been mentioned above that there are 80 columns available for each line of text. These do not, however, fit on the screen -- in fact, only around 33 of them are visible at any one time. TI have solved the problem by having three "windows" to view the left, middle and right parts of text. Moving from one to the other is by a keystroke. It sounds clumsy, but in fact you soon get used to it.

Edit

This is the mode in which you enter and edit text. There are a multitude of commands available, which are explained in the manual. Perhaps, however, one can grasp the power of TI-WRITER by a short description of how one starts entering text.

First, however, there is one point about the keyboard. Three keys do not have their normal function. The ampersand (&) when used immediately preceding a word, causes that word to be underlined by the printer. To get an ampersand into text, you type two of them.

The caret (SHIFT 6) is used as a "required space". As the computer (see "Fill" below) usually ignores spaces, if you really want them, typing a caret or several of them, will result in the spaces being printed out.

The "at" symbol (SHIFT 2) causes the printer to emphasise the word immediately following it by striking the letters four times.

If more than one word is to be emphasised or underlined they have to be joined with carets. To have the "at" or "caret" symbols to be printed, they have to be transliterated to another keyboard symbol.

The computer has been programmed to recognize certain commands within the text. These are not printed put, but are used to set certain options which are available. All of these commands are of two letters preceded by a period ".". (Moral: don't commence a line of text with a period - it will not be printed!)

On the first line of text, you would tell the computer whether you wish to prepare a form or straight text. The command ".FI" (Fill) causes all excessive spaces to be ignored on printout. That's fine for text, not so good if you are preparing a standard form in which you want spaces to be present. As well, changes of margin after the first setting of margins, is ignored unless you are in the Fill mode.

The next instruction is if you want right-hand justification; that is, an even right margin. For this you type ".AD" (Adjust).

The defaults are "NoFill" and "NoAdjust". To change from Fill mode to NoFill, the command ".NF" is used; likewise ".NA" for NoAdjust. An example of their use in a report is where you wish to go from descriptive text to a table of results.

Next you would set any printer commands you wish to be transmitted. As most printer commands are not directly accessible from the keyboard, you can use the "Transliterate" (.TL) function to enable a character on the keyboard to be understood by the computer as a

specific command, usually for your printer, but not always. For example, the caret (SHIFT 6) is read by TI-WRITER to mean a required space, so when it reads the caret it prints a space. If you really want the caret to be printed, it must be transliterated to another key, say FCTN A "¦". So when the computer reads "¦" it will print a caret.

Having set the transliterate commands, you will need to define the margins and paragraph indentation you wish to be used on the printout. (See TABS). They are quite simple, being .LM, .RM and .IN, each followed by a space then the column number.

You may then define line spacing by ".LS n" (default is single spacing), page length by ".PL n"(default is 66 lines).

Having done all this, you can now get on to typing your text. This is easier than on a typewriter, as you don't have to worry about line length - the computer "wraps" lines automatically. When you reach the end of a paragraph, or the end of a line which you wish to be printed only on that line, e.g. a heading, press <enter>, and the cursor will appear at the start of the next paragraph.

Various other commands can be inserted into text - ".CE n" will centre the next n lines, ".BP" will start a new page, and so on.

We now come to a very useful command, the so-called "Define Prompt". This is used if one has a standard letter, but one wishes to update certain details each time it is printed out. Certainly, one can make the changes by editing the text, but this is not necessary. Suppose that ycu wish to insert the date into a letter.

In the text, at the position you wish to locate the date, you simply type "*1*". Then when the text is being printed from Text Formatter, when this is encountered, printing will stop and you will be prompted "Enter data for *1*"; you type in the date, and printing continues.

Suppose, however, there are several items of information needed to be inserted each time. For the second you use "*2*", the third "*3*" and so on. Fine, but you have to remember what these are. There is a further facility at your disposal. You can define the prompt which appears on each occassion by inserting early in the text ".DP 1:NAME", for example. Then when "*1*" is encountered you will be prompted by NAME? etc.

This is fine if there are only a few items to be entered, or only a few copies to be run off. The relevant information has to be entered for each copy. If you have lots of letters to be sent, there is another way. You create a separate file of, say, names and addresses, and for copy one, the "mail list" file will be accessed, and the first entry will be printed. On the second copy the second one will appear and so on.

Files

This section has several sub-sections. You can SaveFiles, LoadFiles, DeleteFiles, PrintFiles, ShowDirectory or Purge.

Most of these are self-explanatory. PrintFile does print out your file, but it does so exactly as it is on the screen, special commands and all. It is a checking printout, not a final printout.

ShowDirectory displays the contents of your disk or disks. Purge empties the text memory. It won't do it directly, however, asking you "Are you sure?", to which "Y" must be answered - a wise precaution.

LoadFile does have a useful adjunct. As well as allowing you to load text previously saved, you also have the provision to merge a file from disk memory into the text you currently have on screen. Very useful!!

Finally, for both files and any other set which has sub-commands you do not need to type "F" and then "LF" to load a file for example. "LF" can be typed directly.

Lines

Lines has several sub-commands also. Move, Copy, Delete and Show. If you wish to rearrange the text, a line, or a series of them can be moved from one position to another in text. Likewise, they can be copied, but in this case, the lines copied still appear in their original position, whereas they don't with Move. Delete is obvious. Show will move the cursor to any chosen line number.

SearcH

SearcH has two sub-commands; FindString and ReplaceString. Their use is obvious; the first is used to find a particular string; the second to replace a particular string, once, at several, or at every occurrence in the text.

RecoverEdit

This function allows one to recover a file purged from the text buffer. However, if other actions relating to files have been conducted in the meantime, it may render this function inoperative.

Quit

This command is the "way out". It has three options - Exit, Purge and Save. Exit leaves the Text Editor and returns you to the master screen, Purge has been described, and Save reminds you to save your file before exitting.

That is a brief description of how it works. Additionally, the top row of keys are fully utilized, each key having two functions, one addressed by FCTN and the other by CTRL. Probably the most used is FCTN 9, the Command Escape key. This gets you out of Edit mode, back to the choice of other commands such as Files etc. In general, FCTN 9 gets you out of what you are "in", and back to where you "were".

TEXT FORMATTER

THE Text Formatter is the mode where the final instructions are given to the printer. It starts by asking for Filename, then Printer Devicename. This latter is a jolly nuisance - after all, most users will always be using the same one. It's a shame there is not a way to enter one's devicename once, and afterwards it will appear as a default value. (Typing in "RS232.BA=9600.LF" becomes bothersome)

The "Mail List" prompt appears next. This is a facility whereby you can create a separate file of, say, names and addresses, which the text file accesses on each copy. It is extremely useful for standard, but "personalized", letters.

"Number of Copies" is self-explanatory.

Then one has the choice of which pages are to be printed, the default being "A" (All). Again, very useful.

Finally, you choose whether to pause after each page has been printed or not. It usually pays to pause, as the printer head can then be reset on the perforation if necessary.

"FUNNELWEB FARM"

UTILITY LOADER

for use with Extended Basic.

DSK.FUNLWRITER V 3.1

1. General Notes

This program has been prepared to allow the Extended Basic module to provide a utility environment for TI-Writer, Editor Assembler and Disk Manager utilities with no loss of functionality, and some welcome improvements. The utilities supported are as convenient to use as with the original modules, and the need for module swapping has been greatly reduced. FUNLWRITER generates as little additional disk activity, and is as transparent in operation as we can manage. We have also gone to a great deal of trouble to ensure that all user options may be enabled by setting parameters in the XB LOAD program, which may be edited and re-saved.

The program has been written entirely at Funnelweb Farm and is distributed through the Hunter Valley 99 User Group to the rest of the TI-99/4a user community. It is not to be sold nor distributed with excessive copy fees, nor made part of any commercial sale, nor placed on a copy-protected disk. We would request that when you pass it on, that the Funnelweb Farm and Hunter Valley 99 User Group attribution be preserved and mentioned. We also insist, as the authors, that FUNLWRITER only be passed on as the complete set of files on this disk, in particular complete with this document file.

The program at level 3.0 represents a major upgrading and extension of the V2.1 circulated earlier (some unfinished intermediate versions were given out locally for test and comment only, with a request that they not be circulated). Vn 3.1 is essentialy similar in capability to Vn 3.0 with minor changes to the user interface, and better and stabilised interface for the assembly language programmer. File EAU has been updated slightly, and DPK replaced by DPKE. Minor fixes and improvements are being made from time to time to the current version, so not all copies of Vn 3.1 in circulation will be exactly the same. The level 3 LOAD programs are NOT public domain, but "fairware". Please refer to the programmers' notes at the end.

The power and convenience of FUNLWRITER V3.1 is such that we have been using it for its own development system as it has evolved. It has been

prepared on a standard all-TI SSSD system. The equipment that you will need to run FUNLWRITER is the same as needed to use TI-Writer or E/A except of course that the module is replaced by XB.

Absolutely necessary

(1) TI-99/4a console + XB
(2) 32K memory expansion
(3) Disk drive controller

Highly desirable

(4) Two or more disk drives
(5) RS232/PIO and printer

The files that you will need to make full use of FUNLWRITER V3.1 are

(1) FUNNELDOC for reference
(2) Extended Basic LOAD program
(3) Utility file EAU
(4) Modified TI-Writer files
(5) E/A Assembler files
(6) Disk sector utility DPKE
(7) DM1000 V 2.3 program files
(8) Your utility files

The *fix 1 revision of TI-Writer was circulated to User Groups as a public domain release by TI. The files on the distribution disk are modified versions usable only with FUNLWRITER. The manuals for TI-Writer and Editor Assembler remain, to our present knowledge, copyright items and so you will have to read someone else's if you don't already have TI-Writer and E/A. The Assembler files are intended to be the unmodified files ASSM1 2 as supplied with E/A in the Version 1.2 that we have here. These files are modified at absolute addresses by FUNLWRITER, and it is not known whether other E/A issues will work. DEBUG and SAVE are also useful, but the E/A editor is not used. These files have not been released to the public domain by TI, and TI's attitude to these particular items in this context is not known at the time of writing. If you have difficulty with your version please let us know. Edgar Dohmann's SUPERBUG II is recommended as a significant improvement on the TI DEBUG and circulates as "freeware."

The DM1000 files are part of the "freeware" DM1000 package released by the OTTAWA TI-99/4a USER GROUP at address PO BOX 2144, STATION "D", OTTAWA ONTARIO K1P-5W3 CANADA and any communications on this program (other than on difficulties experienced ONLY when loading with FUNLWRITER), or requests for the other files in the DM1000 package should be directed to the TREASURER of that group.

The program is designed to allow easy loading of various utilities. The FUNLWRITER disk is issued with no copyrighted utility programs on it, and we request that the disk be transmitted only in its original form.

The program was originally prepared as our self insurance policy on failure of our TI-Writer module, and as protest at the rapacious pricing by Imagic Australia on TI-Writer and E/A, and against excessive pricing of inferior commercial offerings in this genre. Since then it

has taken on a life of its own, with incessant and excessive demands on the time and energies of its creators.

2. User Notes

Before doing anything else, make a working copy from this disk and from your TI E/A disk, keeping the original safe as a master copy for backup and for passing on. All files may be copied with Disk Manager in the normal way. If you are copying file by file onto a fresh disk we suggest that you do it in order LOAD, CHARA1, EAU, EDITA3, EDITA4, ASSM1, ASSM2, FORMA3, FORMA4, MGR1, MGR2 followed by various utility files. If you use the Formatter more frequently than the Assembler, put the Formatter files ahead of the Assembler files.

Place the working copy in disk drive #1 and select Extended Basic. The LOAD program, which has the assembly loaders imbedded in it, will auto-RUN (or can be called up from XB). The Funnelweb Farm title screen appears, and will time out if a key is not pressed first to a menu with the usual 3 choices. On any selection screen that involves choice from a menu by pressing a numeric key, the highest choice acceptable (though not shown on the screen) will cause the screen colors to cycle through 8 choices. The first 5 of these are the Editor color defaults that are specified in the XB LOAD program, and the remaining 3 are fixed.

The system QUIT key is enabled at all times when keyboard entry is called for by FUNLWRITER itself, so that you do not have to turn off the machine to recover from any temporarily mystifying situation. Each utility determines its own response to QUIT.

When you exit the Editor, Formatter or Assembler the program returns you to a common selection screen, which may also be reached by use of <fn-9> from some later screens. This has been achieved with NO DECREASE AT ALL in the size of files that may be loaded by or written with the Editor as compared to normal TI-Writer usage, and no decrease in the number of symbols that the Assembler will handle.

(a) Editor

The Editor functions in all respects as it does with the TI-Writer module with the following exceptions (all are improvements)

(i) The color selections using <ctrl-3> may be altered from within the XB LOAD program to suit your taste. This is done in the CALL COLOR statement in line #120. The assembly loader reads the color choices for XB Groups 10-14 and writes these into the Editor as the 5 color selections. The CALL COLOR statement must not be deleted !

(ii) A printer device-name is pre-loaded into the Editor by the loader and may be changed in the Extended Basic program to suit your own needs if different. This is done in the statement in line #130, commented as such. The LOAD program may be edited and reSAVEd, but RESequencing will destroy its integrity.

(iii) If the Loader can find a file-name it writes it into the LF/SF

buffer, which otherwise shows DSK2. when called up.

(iv) Normally the TI-Writer Editor disables the <fctn => system reset key, except when it is in Show Directory, a GPL routine in the TI-Writer module. Now the <quit> key remains disabled at all times while in the Editor.

(v) An assembly language routine is used for the Show Directory function and handles diskettes with up to 127 filenames. Both standard TI and Corcomp systems have been found to work satisfactorily. The paged presentation is generally easier to use than the one-time scrolled original version. Paging is controlled by the use of the single <ctrl> or <shift> keys. Pressing <equals> causes the program to check and indicate the type of program files on the disk.

(vi) An asterix after the file length shown in the directory indicates a fractured file, one stored in more than one contiguous block on the disk. This may of be value outside TI-Writer or E/A when preparing frequently used disks, to reduce disk head activity in use.

The CHARA1 file has been slightly modified to improve legibility. If further modifications are needed, say to support a language other than English, use the disk sector editor to modify a copy of CHARA1 in the apropriate characters. Remember to allow for the 6 byte file header when counting out the 8 byte patterns which start from char #0.

(b) Formatter

The Formatter functions normally with the following exceptions (again all are improvements on the original).

(i) The printer device-name is specified in line #140 of the LOAD and may be changed to suit your convenience. It overrides any name written into the Formatter program file on disk.

(ii) The Formatter will automatically display the filename last used by the Editor in Save File or Load File if the Formatter is loaded immediately after using the Editor. If it cannot locate a name then it defaults to DSK2.

(iii) The <fctn-9> key now returns the system to an option which allows return to a FUNLWRITER selection screen, also reached with <enter> after a format job has finished. The Formatter does not need to reload from disk if reselected.

(c) Utility

When the Utility option is selected another screen of choices appears.

(1) Editor

This loads the TI-Writer Editor modified to suit editing of assembly source code. The tabs are preset to the E/A default, and a tab record is NOT appended to the file when it is written to disk with SF. Incoming tab records are still effective. Word wrap has been disabled

so that you will be spared the distressing sight of 100 sectors of source code reformatting into a single paragraph. If a DIS/FIX 80 file must be written to disk, use the PF option as F DSKetc rather than SF. This is described in the TI-Writer manual.

(2) Assembler

This loads the E/A Assembler which functions normally in all respects, with some improvements to the user interface.

(3) DM1000

This loads DM1000 Vn 2.3 from the boot disk as previously described. The loader does some patching on the fly in the DM1000 Vn 2.3 files to interface it to FUNLWRITER so the selection screen entry should be used only with the MGR1 2 files included in this package. Other, presumably later releases should be loaded by name as a utility. Return is to the Title Screen.

(4)-(8) Utilities

These options return to Extended Basic LOAD program to allow you to enter your own choice of utility program in the XB statements provided, one each for the name to appear in the menu and one for controlling the utility load. This may be XB RUN of another XB program, or follow the existing examples to use the CALL LINK("UTILA","file-name",A) re-entry to the FUNLWRITER loader. The numeric parameter A is the same as would be entered from the FUNLWRITER screen.

Some of these have been predefined. You may of course call up your preferred disk manager from one of the free slots. Option 7 is the TI released DPATCH (or DISKO) sector editor program with a printer dump added by P. Kennedy of the Melbourne User Group, combined to run as an E/A program file. Option 8 loads the TI-FORTH disk in its usual E/A form. The numeric parameter flags the special conditions necessary. Adding 8 to the parameter otherwise necessary causes FUNLWRITER to pause with a reminder screen before loading the Utility.

(9) Enter Filename

This first sets up a selection screen with 4 choices of Load environment.

(i) The TI-Writer module hands over control in the GPL workspace, with Text mode set, and with a full set of characters loaded from GROM even if they are immediately overwritten by CHARA1. The utility must be in E/A program file format, which TI-Writer expects. Utility programs intended for use with TI-Writer do not necessarily respond gracefully under other conditions, so this is provided as a specific option. Auto-loading of DSK1.UTIL1 is not supported as the previous selection screen is far more versatile and it could easily be included as one of the options. An attempt is made to load CHARA1 from the boot disk, but no error is issued if it is not found.

(ii) This option sets up a GPL type of environment. Normally programs loaded under this and the previous option would be self contained, but as a convenience for the user the XB utilities are left in place and a DSRLNK, (the New Horizons UG version, BLWP at >2532), and a GPLLNK

(BLWP at >261C) have been added. Most times it will be easier to write programs for E/A conditions. The XB utilities such as NUMREF are of no use at this stage as the Extended Basic environment has already been destroyed.

The last program file in a sequence may overwrite FUNLWRITER at the top of high memory without trouble while loading, but if a utility overwrites FUNLWRITER either in loading or while running, it should return to the Title Screen on exit.

(iii) This option supplies the E/A RUN PROGRAM FILE function, with the additional feature that a complete set of E/A utilities is loaded if file EAU is present on the disk in the boot drive when the option is selected. GPLLNK has been modified to work with FUNLWRITER and the first free address in low memory is unaltered. E/A normally expects program files to be self sufficient.

(iv) LOAD and RUN handles E/A object files, compressed or not. Files which load over FUNLWRITER in the top of high memory lock up the computer. Otherwise programs written strictly to E/A manual specifications should run correctly. Use in application programs of key-unit 0, poorly defined at best in the E/A manual, is a common source of trouble. Application programs which specifically rely on detecting the presence of the XB ROM, or unload from the E/A GROM will come to grief. These can often be patched easily to run under FUNLWRITER. DEBUG and SAVE from your E/A package both work normally.

The load procedure generally follows E/A conventions except that more information and help is provided along the way. RUN is activated by cursor driven selection from a screen display of the DEF table. The DEF table may be inspected at any time during a multiple file load by pressing <enter>. <fn-S> and <fn-D> drive the cursor through the DEF entries, while R(un) transfers control to the program entry marked by the cursor, and L(oad) returns to load another file. Pressing <fn-9> aborts the load sequence.

Auto-starting object files may overwrite FUNLWRITER but should then return to the Title Screen on exit. The FUNLWRITER disk must still be in its drive when this option is chosen for the first time so that the EAU file can be loaded.

NOTE ... the Editor, Formatter, Assembler, and TI-Forth can be loaded successfully only from their selection screen entries.

(v) The E/A SAVE utility works for preparation of Program files. As it occupies part of low memory it is not a perfect match for FUNLWRITER, and preparation of a matching SAVE utility is a small project for the future.

3. Programmer Notes

Your communications and contributions in appreciation of this program will be welcome. The rather misleading term "FREEWARE" is sometimes used and very stridently too, but we don't wish to be aggressive or unpleasant. I can suggest only that you judge the program on its

intrinsic merits. I will send to TI-99/4a users who care enough to write a letter with tangible appreciation, a short document detailing the technical properties of the program, assembly interface specs, - and all the possible user inputs to it. All letters needing an answer will be responded to sooner or later, but we just can't afford the cost of mailing updates unless as part of a substantial exchange of material, or following generous appreciation, that makes the costs and bother, which are very high from Australia, worth it. If and when updates are issued they will be placed in distribution through our regular and/or substantially appreciative contacts, and we do not offer to provide nominal cost distribution from Funnelweb Farm. We intend to develop versions for use with E/A, and for E/A with RAM in the cartridge ROM space.

We have a firm belief that, as a result of TI's misbegotten marketing policies, the capabilities of the TI-99/4a have yet to be anywhere near fully explored, and that free exchange of programming techniques amongst active programmers is the only way for users of this appealing orphan to get the best from their investment. For that reason the source code for this program will be made available to programmers who can make good use of it. All that we ask in qualification is that you send some substantial material of your own creation in Assembler preferably, or Forth, at the commented source code level. Also if you manage to make significant improvements to, or write new utilities for FUNLWRITER please to let us know the details.

Any programs sent to us will be passed on, if suitable and acceptable, to the HV99 Group Library unless we are requested not to do so. Any source code exchanged will not be circulated unless specific and explicit permission to do so is given, and we would expect in turn that the FUNLWRITER source not be passed to third parties who have not contacted us directly.

We will be happy after all this if we can end up affording a Myarc or other DSDD disk controller and DS replacements (and/or RAMdisk or any other interesting hardware) for the poor old TI disk drives flayed almost to death by the Assembler in developing the 8K or so of complex and tightly scrunched machine code in FUNLWRITER. Even more important will be making contact with other TI-99 programmers and groups.

Feb 22nd / 1986
Tony and Will McGOVERN
215 Grinsell St.,
Kotara, NSW 2289
AUSTRALIA

LEARNING TO USE TI WRITER

A SIMPLE WAY TO GET STARTED

OR

A Beginners Guide to TI-WRITER

OR

How To Write a Simple Letter

This article by Walter Arnold originally appeared in SOFTEX Magazine, March 1985.

OBJECTIVE (HUMOUROUS?)

This document is designed to give you enough information, in accordance with the old Japanese saying: "Learning Judo is one easy lesson and ninety nine hard ones".

This is the one easy lesson!

SERIOUS OBJECTIVE

Let's be user friendly

START UP

Insert Command Module TI-WRITER
Press any key
Select TI-WRITER
Insert disk that came with the WRITER package (the PROGRAM Disk)
Select "Text Editor" - Press 1 <ENTER>
Select screen color - Press <CTRL 3> (successively)
Remove Program Disk (to "make room" for your Text "save" Disk, assuming that, as an amateur, you only have one disk drive.
Set TABS

Note 1: If you want to indent the first word of every paragraph, or you want each line of your address to start under the one above, it is possible to "SET TABS". Moreover you can set as many as you like across the page, for whatever purpose.

SET TABS

Type T <enter>
Move cursor across pressing space bar.

At 7 type L (Left Margin)
At 12 type I (Indent)
At 50 (or thereabouts) type T
At 72 (or thereabouts) type R
Press <Enter> to "set" tabs.

Note 2: The above instructions assume that you have an 80 column printer. You wouldn't be writing a narrow letter would you?

WHAT DO I DO NEXT?

You see, looking down the "page":
(a) A list of words running across the top of the screen and you DON'T KNOW WHAT THEY MEAN. Cease worrying and read on.
(b) A line number "0001" at the LH margin and the rest of the line blank.
(c) Where line no. "0002" should be is a phrase "* End of file Version 1.0". This statement is just a dumb way of identifying the blank line above as where you are going to type.

What you do is:
(d) You reach out to that there keyboard and you start ritin writin ritn wrighting writing.

What do I do next?
(e) You go on writing until you have about ten lines on the screen. Then you experiment, experiment, EXPERIMENT with these Editing (or Text) Operations and Commands below.

Because why?
(f) You are in Editing Operations (Edit Mode) and the next section tells you how to correct mistakes and wack around your little old text. This section is all about manipulating the text while it is on the screen.

EDITING OPERATIONS (EDIT MODE)

PLACING THE CURSOR (without altering text)
Press FCTN "ARROW KEY"> (just like you always do)
Note 3: You can then "write over" to alter text. This is much slower than learning the special function keys.

TO GO TO NEXT TAB press FCTN 7

INSERT TEXT (INSert CHARacter) place cursor on "first new letter", press FCTN 2. Type the insertion (not forgetting any blank spaces you want left). Then "close up"

CLOSE UP Press CTRL R

LEAVE A BLANK LINE Take cursor to LH margin, press ENTER

INSERT A BLANK LINE (into text), take cursor to LH margin (where you want the space), press FCTN 8 (text on and below the line goes "down" to leave a blank line.)

DELETE A CHARACTER (Del Char), press FCTN 1. Hold the FCTN key down and keep on pressing 1 and it goes on deleting!

Note 4: This command will also delete the "Carriage Return Symbol". If your printout shows a line of text displaced towards the LH margin look for a c/r symbol at the LH end of the line. Erase the c/r symbol and reprint. The text should now "line up".

DELETE A LINE (it can either be a line of text or a blank space). Press FCTN 3 or CTRL R

DELETE END OF LINE (to r of cursor), press CTRL K - see general notes for a further comment.

LAST PARAGRAPH (goto start of it), press CTRL 6

NEW PAGE (instruction to printer), press CTRL 9

Note 5: If you are using sheet paper in your printer this "stops the clock" while you insert a blank page.

Note 6: The Brother EP 44 doesn't seem to respond to this command. Or maybe I would find a way, if I was an expert. Tiny sigh! However it does something equally as good. It stops on a "paper empty" signal. You feed a new sheet in and press the "GO" button.

OOPS! (The "I've stuffed it" command). Press CTRL 1.
Well folks you use this command when you realize that your last command was wrong and you had rather you hadn't done it. If you have already made a "second" key stroke you won't retrieve text because your boo boo wasn't the last stroke! This miraculous command is the most useful one of all. Don't be ashamed if you find yourself using it once in a while.

Note 7: All the above instructions (grouped as Editing Operations) enable you to write something down and subsequently change it: if you can't spell, had a better idea or whatever.

TO GO TO EDITING OPERATIONS (writing) FROM COMMAND MODE Type E then <enter>

EDITING COMMANDS (In Command Mode)

Note 8: The "commands" of this group enable you to manipulate or dispose of text. Don't worry if you don't understand the last sentence. Read on and it all becomes obvious. ie. to save the text on disk, feed it into the computer memory, print it out,etc. In summary, this is the "mass muck around" section.

TO GOTO COMMAND OPERATIONS FROM EDITING MODE (from "writing" to "edit commands"), press FCTN 9 (Command Escape)

SAVE ON DISKETTE (Save file), type SF <enter>, then "DSK1.Filename" <enter>

Note 9: The above instruction assumes that you have the disk on which you wish to preserve your deathless prose in Drive 1. ie.single disk operation.

Note 10: This disk is the already initialised text disk prepared to save your correspondence.

Note 11: The experts inform me that, if you have the money and the joy of two disk drives, you arrange them thus
(a) If you have both a single sided (SS) and a double sided (DS) put the SS in Drive 1 and the DS in Drive 2.
(b) Put the PROGRAM disk in Drive 1 and the text (file or working) disk in Drive 2.
(c) You can then leave your PROGRAM disk in all the time you are running TI-WRITER.
(d) It also means that with a DS Disk in Drive 2 you have twice as large a file memory.

RETRIEVE INFO FROM DISKETTE (Load File). type LF <enter>, then "DSK1.Filename <enter>

Note 12: Steady the Buffs! You have just typed in the above command and you get an error signal. You type it in again. Nothing but error signal yet again! But everything looks OK. You have the right spelling and spacing for DSK1.Filename but have you? Check again. While you have Capitals on the screen have you typed the name with either ALPHA LOCK down or the SHIFT key down, to really give you capital letters? You haven't have you...Problem solved. Type DSK1.Filename again in CAPITALS. Press <enter> Eureka!! The disk drive light glows and you are away.

MOVE A LINE (or more) OF TEXT, Type M <enter> , type line number of first move line and leave a space. Type line number of last move line and leave a space. Type line number of line after which the moved text is to be put. Press <enter>. A blink and its all happened!!

PRINT THE TEXT (Print File), type PF <enter>, type Devicename of Printer <enter>

Note 13: Type RS232 for a serial printer.

Note 14: Forgive me for stating the obvious, but we are all beginners! Before you can print text (a file) you must first load it from the Text disk into the computer memory.

STOP PRINTING press FCTN 4 and/or press "Printer stop button" (doing whichever is the fastest if the emergency is serious).

Note 15: You can only use this command if printing is in progress.

Note 16: I put Note 15 in just to confirm that you are awake and thinking.

PURGE FILE (delete letter from memory but not from disk), press FCTN 9 (if writing). Omit this step if already in Command Mode. Type F <enter> (goto File Commands), type P <enter> Purge(file) then assure the computer that you really want to purge it (Y or N?)

GENERAL NOTES

OK folks the instructions above are the bad news.

Now for the good news

I invite you now to peer hard at the little strip that came with

your TI-WRITER package. If you haven't got this strip in place, in the shallow slot just above the keyboard, do it now.

After some study, you will realise that some but not all of the "processes" are indicated on this strip. The ones that are missed out on the strip are those where the "FCTN" or "CTRL" buttons are pressed simultaneously with a button not on the top row.

The only important (for amateurs) control function not on the top row are CTRL R and CTRL K.

Press CTRL K in conjunction with other editing keys can shorten the number of correction key strokes.

For money I will tell all.

Best you fiddle round and find the short cuts out for yourselves.

Not being a twisted minded Yankee, I refuse to use the garbled bunch of consonants as TI labelled them. I think that my abbreviations are more easily comprehended.

WRITER is like an addictive drug. I started out with a far smaller list of "processes" than I now pass on. Just in writing down these hints, originally for my wife and children, I have found the need to improve the layout of text by adding more and more commands.

If all this training encourages you to venture into the quicksands of Text Formatter, my best wishes go with you. But I must in all seriuosness point out that if you go on you will lose your amateur status.

Good writing all you amateurs out there.

FILE MANAGEMENT

This article originally appeared in Mini-Mag 99, May 1985, written by Leslyn Tepper.

One of the most important concepts for the TI-WRITER user is that of file management. Good file management will not only save you a lot of time, but it will enable you to become more flexible with your documents.

By using the .IF (Include File) command you can combine several files into one master file for printing.

Perhaps you have files that must be entered in different ways. For instance, some in fixed mode (i.e., charts and tables) and some in word wrap mode (text).

You can set up each portion of your complete document in a separate file,and then, create a file with all your necessary parameters (margins, headers, footers, indents, justification, etc.) and call, in order, those files you wish to include in the document. The text formatter will do the rest.

The text formatter considers these files to be a single file. Any formatting commands that are currently in effect when a file is called will remain in effect unless that file has its own commands that cover the same options.

It is important to remember that you cannot "nest" the include file commands. In other words, only the master file can call for each file. You **may not** include a file that has an include file command withins *its* file.

You can include a file by either the disk name or the disk drive number, but you must be careful to use the correct name or drive number. If you don't, your file will not be found when it's called, which can create a problem when you need your document to be complete. It's always a good idea to keep a list of your file and/or disk names.

There are three major ways to use the Include File to print out strings of files.

The first is the application of several files because of the length of your document. Perhaps you've written a book or a play and you have saved each chapter in a different file. The overall form, however, is the same, and any text formatter commands will apply to *all* of your files.

Therefore, these common commands can be stated in your main file *prior* to any Include File commands.

```
(Fill) .FI <enter>
(Adjust) .AD <enter>
(Margins) .LM 8;RM 72 <enter>
(Indent) .IN +5 <enter>
(Page length) .PL 59 <enter>
(Header) .HE Document Title <enter>
(Footer) .FO Page % <enter>
(Include file) .IF DSK2.FILE1 <enter>
(Include file) .IF DSK2.FILE2 <enter>
(Include file) .IF DSK2.FILE3 <enter>
etc.
```

If your files have no common parameters, and perhaps go in and out of Fixed Mode, include your text formatter commands in each file and simply use your master file to call each file in its proper order:

```
(.IF DSK2.FILE1 <enter>)
(.IF DSK2.FILE2 <enter>)
etc.
```

Finally, if you have several different documents that you wish to print out without having to enter the formatter for each one, you simply set up a Master File to include each file in the printing.

DATA FILES

Another great technique to save a lot of time is using what I call "Data Files".

This technique is used while you are in the Text Editor. If you are going to input a document that goes from one setup to another (fixed mode with one set of margins to word wrap with another set of margins), you can first set up two data files with the specific Format Commands required for each section and save each to disk.

When you come to the point in the document where you need to enter this information, simply merge the file into your text buffer.

To do this you go into the Command Level (FCTN 9) and enter LF (load file), enter the line number in the text buffer after which the file is to be merged, a space, and the filename of the file to be merged, then press <enter>.

This is a terrific aid because you don't even have to set up these files in advance. You can be typing in your document, come to a portion that you feel you will need to use several times and, at that point, save the portion you want to use in a *data file.*

Go into Command Level (FCTN 9) and enter SF (save file), then type the number of the first line you wish to save, a space, the number of the last line you wis to save, a space and any valid filename.

These are just a few ways of saving you time and keeping your files more organized. Whether you wish to print a portion of a document or the entire thing, you will have a better grip on how to do it with good file management "under your belt."

TRANSLITERATION

By Brian Woods, Hunter Valley 99ers

The Transliterate command (.TL) allows you to combine multi-character printer control codes into a single character for the Text Formatter to read. It allows you to alter print styles to add emphasis etc. to your printout.

Transliterating the various control codes to a single character and using TI-WRITER's Special Character Mode embeds a non-printed character in your text (in Text Editor mode) that appears on screen but not in the printout. When the Formatter encounters this character during printing it is recognized as a print command and acts accordingly.

I have used the Transliterate command to allow all of the print types available on an Amust-100 printer to be accessed in TI-WRITER by using CTRL U, a letter, CTRL U.

Below is a list of the TL commands used:

```
EMPHASISED ON: .TL 17:27,69
EMPHASISED OFF: .TL 23: 27,70
ITALICS ON: .TL 5:27,82,19
ITALICS OFF: .TL 18:27,82,0
CONTIN.  U/LINE ON: .TL 20:27,45,49
CONTIN.  U/LINE OFF: .TL 25:27,45,48
CONDENSED ON: .TL 1:15
CONDENSED OFF: .TL 19:18
DBLE WIDTH ON: .TL 4:27,87,49
DBLE WIDTH OFF: .TL 6:27,87,48
DOUBLE STRIKE ON: .TL 7:27,71
DBLE STRIKE OFF: .TL 8:27,72
SUPERSCRIPT ON: .TL 26:27,83,48
SUPER/SUBSCRIPT OFF: .TL 24:27,84
SUBSCRIPT ON: .TL 3:27,83,49
ENLARGED ON: .TL 22:27,14
ENLARGED OFF: .TL 2:27,87
```

Now when I am typing a document using the Text Editor the first line is ".IF DSK1.CODE2", which is the filename of my TL commands, then when I need to use them I go into Special Character mode (CTRL U), type the letter that refers to my requirements, then CTRL U again. It's as easy as that.

Below is a list of the type fonts and the letter required to access them, based on the Transliterate commands above.

PRINT TYPES	IN	OUT
EMPHASISED	Q	W
ITALICS	E	R
CONT U/LINE	T	Y
CONDENSED	A	S
WIDE	D	F
DBLE STRIKE	G	H
SUPERSCRIPT	Z	X
SUBSCRIPT	C	X
ENLARGED	V	B

The difference between enlarged and wide is that enlarged automatically turns off at the end of a line unless turned off before, and wide continues printing in that mode until turned off.

When using these codes, the symbol appearing on the screen is not printed, but remember to leave a space between the symbol and the next letter of text otherwise the two words will be joined.

By using these commands it has made it easier to utilize the printer's capabilities and add a little interest to my printouts.

GETTING IT RIGHT WITH TI WRITER

By Bill Browning of MSP User Group.

In my work as a writer, I have made extensive use of the TI-WRITER and would like to share with you some methods I have developed for saving time and energy. Also I want to invite you to tell me about your ideas.

If TI-WRITER is the only word processing program you have ever used, you may be wondering how good it is. Let me begin by saying that, among programs designed for 48K of memory, it is top notch. It was described by one reviewer (InfoWorld, Vol. 5,No. 42) as a "heavy hitter" among word processing programs.

For example, its speed is extraordinary. Where most programs paint the words on the screen, TI-WRITER splashes them on with no delay. And the amount of available memory for text is larger than I've seen for other 48K programs with similar features.

The manual that you received with the software is also excellent. However to paraphrase Johnny Carson, it does not include everything you'd ever want to know about using the system. In writing these articles, I'm assuming that you have read the manual. I'm going to avoid repeating information included there.

So let's get down to cases:

CHALLENGE: If someone were to publish a "Ten Most Unwanted Features" list for the 99/4A, high on the list would be the inconvenient location of the apostrophe, question mark and quotation mark keys. For these frequently used keys, you press the Function key instead of the more logical Shift key.

For certain writing jobs, such as dialogue, where you may be using several quotation marks per line, this inconvenience can become very frustrating and time consuming.

SOLUTION: Global search to the rescue! When you know you will be using one of these inconvenient keys a lot, select a more convenient key that you know you won't be using during that writing.

I've found that the equals (=) sign works well for this substitution becaus you seldom use it in non-math writing. Also it is more convenient than the " key. The = key can be pressed without having to press any other key.

The procedure is very simple: As you're composing, key in = wherever a " belongs. For example: He turned to her and said, =I don't

agree.=

Then, after completing your text and before printing it out, press FCTN 9, S (for Search) <ENTER>, 1 (for line 1) <ENTER> again. This sequence puts the cursor at the top of the file, so that the entire file will be searched for replacing each = with a ". Press FCTN 9 again, key in RS (for Replace String) and press ENTER.

Next key in /=/"/ and press ENTER.

When the cursor reaches the first instance of a = sign, press A for All, sit back and let the computer do the work. Within seconds, all instances of = will have been changed to ".

Save the file to disk, and print it out. You might think that the slash (/) key would be even more convenient than the = key. Unfortunately, since slashes are used as dividers during the Replace String process, the computer does not recognise them for replacement. In short, slash the / as a potential substitute key.

One possible goof would be forgetting to replace the = sign before printing out. To avoid this error, I suggest that you place a very large sign on your printer saying, =Don't forget the quotation marks, stupid!= (Oops, I forgot the quotation marks.)

Naturally, you can use this method to substitute for other keys as well. Just make sure the substitute key isn't going to be used for itself anywhere in the document.

TI WRITER SUGGESTIONS

By Bill Browning, MSP Users Group

This is the second article on ways to increase the ease and efficiency of your TI-WRITER word processing program.

In the first article, I talked about a way to use Replace String to make your work easier. This article covers another of those handy features.

Word processing programs can be grouped into two main categories:-

1) Symbol formatting, and
2) What-you-see-is-what-you-get.

With the symbol formatted kind, the user embeds symbols in the text to tell the printer how to format the text. With the what-you-see kind, the screen displays the text in essentially the same way it will appear in print.

TI-WRITER is somewhat unusual, because you can use both methods. "Fill" (.FI) is equivalent to symbol formatting, and "No Fill" (.NF) is a what-you-see method.

The what-you-see method usually has an 80 column format to accommodate the width found on a typical 8-1/2 X 11 sheet. But if you want 80 columns on the TI-WRITER, you have to look at them section by section in three overlapping windows. Most users find this to be extremely bothersome, because when you are reviewing what you have written, you cannot see an entire block of material at one time.

To avoid windowing, you can use the .FI, or symbol formatting, mode. You simply set up the left and right margins on the TAB line to fill one screen's width. For example, for a typical TV screen, you might set the left margin at "2" and the right at "39".

This setup gives you a 38 column display. On some sets, a slightly wider or narrower setup may be optimal. (For simplicity, I will refer to this setup a a 40 column format.)

You then include formatting symbols to tell the printer to print whatever margins and indents you require. (Of course, your manual explains how to do that.)

However, the 40 column approach has a limitation that can be serious in some cases: By looking at the screen, you cannot tell where the page breaks (page endings) will occur, therefore, without printing the document to see where the page breaks are, you have no way of eliminating widow lines.

A widow line isn't something you find at the local welfare office. It's an isolated word or line at the top or bottom of a page. It may be a sub-heading separated from the following material or it may be a

line isolated from the rest of the paragraph. In any case, because widow lines look awkward, they should be avoided if possible. Therefore.....

THE CHALLENGE: How to use the 40 column format to avoid windowing, and yet be able to preview the material on the screen to insert page breaks that will eliminate widow lines on your printout.

We are assuming that:-

1) The document is too long to be printed out in draft form, and
2) The document is important enough for you to be concerned about page breaks.

THE SOLUTION:
1) Key in your text using 40 column format for ease of typing and editing. But do not include any margin (such as .LM 12) or centering (.CE) format commands because you will be converting the format to a No Fill (.NF), what-you-see display.

At the beginning of each paragraph, key in a symbol that will not be used elsewhere in the text. A good symbol to use is the >. The reason for this will become clear in a moment.

Do not indent the paragraphs at this stage. Below is an example of what the beginning of a paragraph would look like:-

>Now is the time...

2) When you are ready to print out the copy, first convert to what-you-see format. First change the left and right margins on the TAB line to the actual ones you want on the printout, then use the Replace String mode to automatically reformat the document. If the paragraphs are not to be indented, use />//. If they are to be indented, use />/ /, with one space for each indentation space.

Press ENTER, and "A" for All when that prompt appears. Then sit back. The file will automatically be converted from the 40 column format to the actual printing width.

3) Save the file under a different name, so that you don't lose the 40 column format, in case you want to use it later for more typing or editing. (one handy notation is to put NF, for No Fill, on the end of the filename to distinguish it from the other one.

4) Starting from the beginning of the new file, go through and type in forced page breaks (.BP) where you want the pages to end. The following table will help you to determine page breaks. The table assumes 11 inch long paper.

SPACING OF TEXT MAXIMUM LINES

single 58
1-1/2 36
double (.LS 2) 29

For example, if you are using single spacing, you will want page breaks at or before 58 lines per page (including skipped lines). These

numbers hold true whether or not you are using a header and/or footer.

When using 1-1/2 spacing, (assuming your printer can support that spacing) set the page length (.PL) at 44 instead of the default of 66.

When you are using .LS 2 for double spacing, the printer skips 2 spaces instead of 3 when you skip a line while typing. Use the following formula when your double spaced text includes skipped lines:-

29 + (skipped lines/2) = line count

In other words, count all the skipped lines in a 29 line block. Divide that number by 2 and add 29. Make the page break no later than the line following the sum.

For example, if there are 6 skipped lines in a 29 line block, divide 6 by 2, and add the result, 3, to 29. Thus you would put a forced page break following line 32, or before that if necessary to avoid a widow line. (You didn't really want to use double spacing after all, did you?)

The line numbers in TI-WRITER are very helpful for locating page breaks. So is a calculator.

5) Save the document with the forced page breaks, and print it out.

On a long document, this process will take a bit of time. (Less time, however, than the time required to explain it!. But it does give you a way to preview the document as it will appear on the printed page.

FORMATTING

This article, by WOL, originally appeared in the Melbourne TIMES, October 1985.

Hullo all you people out there. Are you having fun? Not worrying too much, but using your TI Word Processing package quite happily without undue stress and strain, and writing "simple letters" enthusiastically.

Are you starting to get a little more ambitious maybe? Finding that you might just like to try something new, but are just a little confused by all that indigestible crxp in the "TI Manual"?

Well, if all that is true, you are just about ready to try your hand at the "closed book" of Text Formatting, but are maybe a little scared of all that aforementioned crxp.

If all the above description stirs your interest, read on!

Well folks, the good news is that Formatting isn't hard, it is only intimidating and guess why; they (TI) try to teach you too much too soon.

So just as I "blew the gaff" on "Writing" (in a previous article), I am going to let you in on the lurks of Formatting, simply explained, for us "amateurs".

WHAT FORMATTING IS ALL ABOUT

You have written your document, and now you want to improve its layout. The commands of "Formatting" enable you to do this.
And now for some examples.

I suppose you have noticed that, as you type using "wrapping", the right hand margin is ragged. As one of the commands, you can have the right hand margin "adjusted", so that it is straight, just like the left margin. The computer "spaces out" the words on a line, to make this happen. Perhaps you have noticed that this article is "adjusted", in the lines where there has been a long word "wrapped" onto the next line.

As part of the "adjust" system you can "fill" a line, or you can order the text "not to fill". This command is used when you have information in columns. I am sure that you have all noticed what happens when you do an "INS CHAR" in a table, the figures after the correction (on the same line) "fall out" of their columns. NO FILL stops this happening.

You can centre a line on a page, this command being normally used for titles.

You can set the left and right margins.

You can indent the first line of a paragraph.

By the way, a new paragraph is created every time you press <ENTER>, and a "cr" is printed. Another way of creating a "new paragraph" is to press <CTRL 8> (NEW PARAGRAPH). This enables you to enter cr anywhere in the text and not only in the line above "End of file Version 2.0". I will be surprised if you haven't noticed this latter phenomenon.

At any point in a document, you can "change" any of the above Formatting instructions by inserting new ones.

You can "OVERSTRIKE". This is a fancy word for making a word "blacker or bolder". The printer actually prints over the word/s four times.

FORMAT COMMANDS

General Information

When you are preparing a document that you know will be formatted, always type it using the MAXIMUM NUMBER OF COLUMNS (words on a line). i.e. the smallest margins.

If your text is typed 40 columns wide instead of say 75 columns wide, you are wasting almost half of your disk storage capacity. Don't ask me to explain this, but believe me, it's true!

The "Format" of all Format Commands

They all start with a ".", followed by two Capital Letters, "XY" say, then after a space, may have an alpha (letter, word or words) or numbers. An example is the Format instruction "FILL" where you type .FI . Then to "enter" the Formatter command in the text, press <CTRL 8> (New Paragraph).

Format commands are entered into the text in the "Text Editor" mode. This means that you type up your project, and when it is all corrected and you have stopped fiddling with it, you give it the Format commands to "improve" the appearance of the document. "In a nutshell" that is what Text Formatting does.

Once a text has been Formatted, you observe, at the "head" of it, a whole bunch of Format Commands on successive lines, and a sprinkling of other commands (wherever appropriate) thru the text.

A line with a Format instruction is ignored when printed in Format Mode. It just isn't printed. Except of course the lines where "@" "^", and "&" are before or between words in the text, for a "Text Emphasis" command.

FORMAT COMMANDS IN LOGICAL ORDER

Text Layout Commands

FILL
Type .FI
Press <CTRL 8> (New Paragraph)

This puts as many words on the line, and hence the page, as possible.

ADJUST
Type .AD
Press <CTRL 8>
This command justifies (lines up) the right margin. It won't work without the FILL command. If FILL is turned off with No Fill (.NF), ADJUST is also turned off.

LEFT MARGIN
Sets the left margin at "n", a number of spaces from the left hand edge.
Type .LM 5, where n has been chosen as 5 spaces in.
Press <CTRL 8>

RIGHT MARGIN
Type .RM 75, where n has been chosen as 75 giving column 75 as the right margin.
Press <CTRL 8>

CHANGING MARGINS IN A DOCUMENT
You can change a margin later on in a document by typing in a subsequent instruction using either an absolute figure or a relative one. i.e. A left margin can be changed from column 5 to 10 by typing either .LM 10 or .LM +5
Press <CTRL 8>

INDENT (the first line of a paragraph)
Type .IN 10 to indent five spaces from a left margin of 5.
Press <CTRL 8>

CENTRE (to centre the next "n" lines)
Type .CE to centre the next line.
Type .CE 5 to centre the next 5 lines
Press <CTRL 8>
This is usually for headings. Note blank lines have to be counted.

"DEFAULT" FORMAT COMMANDS

NO ADJUST
Type .NA
Press <CTRL 8>
This turns off the ADJUST command. No Adjust is the default condition and Adjusting doesn't happen unless it is called.

NO FILL
Type .NF
Press <CTRL 8>
This is also a default condition. Prints lines as they occur in the file. All of the Left Margin and Indent commands that follow a No Fill command are ignored.

"TEXT EMPHASIS" COMMANDS

OVERSTRIKE
Type @ in front of every word to be darkened.
This character is not printed when the document is printed thru the Formatter Programme.

REQUIRED SPACE (the Circumflex)
This character joins words for the purpose of filling, adjusting, underlining or overstriking. It may be used instead of the @ to join subsequent words. This character is not printed when the document is printed through the Formatter Programme.

UNDERSCORE (underline)
Causes the printer to underline subsequent characters until a space is encountered.
Type & in front of each word to be underlined, or as an alternative words can be joined using a Circumflex. The & character is not printed when the document is printed. To have a & printed, the character has to be typed twice &&. It goes without saying that if you want it to appear twice, it must be typed four times.

"PAGE SETOUT" COMMANDS

BEGIN PAGE
Type .BP
Press <CTRL 8>
This command forces a page break, the printer beginning subsequent text on a new page.

FOOTER
Type .FO t..
Press <CTRL 8>
This puts text (t..) as the "footer" on each page. If "%" is used in the footer text it is replaced with the appropriate page number.

HEADER
Type .HO t..
Press <CTRL 8>
Puts text at the head of each page. With a "%", performs as for footer

PAGE NUMBER RESET
Type .PA n
Press <CTRL 8>
Resets the consecutive page numbers in Header/Footer commands to "n". Absolute or relative numbers may be used.

PAGE LENGTH
Type .PL n
Press <CTRL 8>
Sets the number of lines per page to "n". Default is 66 lines/page.

SPACE
Type .SP n
Press <CTRL 8>

This causes the printer to skip "n" lines before printing the next line. The command .SP skips one line.

LINE SPACE
Type .LS n
Press <CTRL 8>

Causes the printer to skip "n" lines before printing each line. Default is single line spacing.

THE "FANCY" COMMANDS

There are other commands, such as ALTERNATIVE INPUT, DEFINE PROMPT, INCLUDE FILE and MAILING LIST, that you can learn about for your little old selves. Because if you stop and think, you will realise that if you are that far into Formatting, then you have the game "skunned" and you are way past the need of a Beginners Guide.

SUMMARY OF WHAT YOU HAVE LEARNT SO FAR

1) You have prepared a document in the Text Editor mode.
2) You have inserted Formatter instructions in the document.
3) You now save this document on File Disk in the usual way.

SO YOU HAVE A FORMATTED DOCUMENT

WHAT NEXT?

4) (a) If you have only one disk drive, you take out the "file disk" and insert the TI-WRITER Control disk. You then Quit Text Editor and press 2 for Formatter.
or (b) If you have two drives, all you do is Quit, then press 2 for Formatter without changing a "floppy".
5) You then load and print your text, in the Formatter mode, by following the Formatter Programme questions.

WHAT HAPPENS NOW?

If all goes well, you have a beautifully set out document that is a "far, far better thing" than you have ever done before with TI-WRITER.

TI WRITER TRICK

By ED KENNEDY, Cin-Day 99 Users Group

Here is a program suggestion for routine users of TI-WRITER. The next time you want to include a program listing in a letter or document perform the following operation:

1) Load the program into memory using TI-WRITER. Place a carriage return character at the end of each program line.
2) Save the program onto your diskette using the following:

LIST "DSK*n.filename*"
where n=1, 2 or 3 for the disk drive to be activated

3) Include in your letter or document's main file the following:

IF DSK*n.filename*

The key to this procedure is the second step. By LISTing to the disk you have saved the program in DIS/80 format which can be utilized by TI-WRITER. Using this process you avoid needless typing and errors for inclusion of program listings in a letter or document.

```
100 CALL CLEAR
110 !FOR B=1 TO 24 :: PRINT :: NEXT B
120 ACCEPT AT(5,1)SIZE(1)BEEP VALIDATE(UALPHA): A$(0+A)
130 !ACCEPT AT(5,1)BEEP:A$(0+A)
130 PRINT A$(A)
140 GOTO 120
```

The above program was inserted in this article using this procedure. For those fellow 99'ers with Extended Basic try RUNning this program in order to get an interesting 32 column effect while using X-BASIC (28 column is normal).